POSITION DESCRIPTION

Position Title: Manager, Student Strategy Evaluation
Organisation Unit: Institute for Teaching and Learning Innovation
Position Number: NEW
Type of Employment: Fixed Term, Full Time for 12 months
Classification: HEW Level 8

THE UNIVERSITY OF QUEENSLAND

The University of Queensland (UQ) contributes positively to society by engaging in the creation, preservation, transfer and application of knowledge. UQ helps shape the future by bringing together and developing leaders in their fields to inspire the next generation and to advance ideas that benefit the world. UQ strives for the personal and professional success of its students, staff and alumni. For more than a century, we have educated and worked with outstanding people to deliver knowledge leadership for a better world.

UQ ranks in the world’s top universities, as measured by several key independent ranking, including the CWTS Leiden Ranking (32), the Performance Ranking of Scientific Papers for World Universities (43), the US News Best Global Universities Rankings (42), QS World University Rankings (48), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (69). Excluding the award component, UQ is now ranked 45th in the world in the ARWU, and is one of the only two Australian universities to be included in the global top 50.

UQ has an outstanding reputation for the quality of its teachers, its educational programs and employment outcomes for its students. Our students remain at the heart of what we do. The UQ experience – the UQ Advantage – is distinguished by a research enriched curriculum, international collaborations, industry engagement and opportunities that nurture and develop future leaders. UQ has a strong focus on teaching excellence, winning more national teaching excellence awards than any other in the country and attracting the majority of Queensland’s highest academic achievers, as well as top interstate and overseas students.

UQ is one of Australia’s Group of Eight, a charter member of edX and a founding member of Universitas 21, an international consortium of leading research-intensive universities.

Our 52,000-plus strong student community includes more than 16,400 postgraduate scholars and more than 15,400 international students from 135 countries, adding to its proud 250,000-plus alumni. The University has more than 6,600 academic and professional staff (full-time equivalent) and a $1.75 billion annual operating budget. Its major campuses are at St Lucia, Gatton and Herston, in addition to teaching and research sites around Queensland and Brisbane city. The University has six Faculties and four University-level Institutes. The Institutes, funded by government and industry grants, philanthropy and commercialisation activities, have built scale and focus in research areas in neuroscience, biomolecular and biomedical sciences, sustainable minerals, bioengineering and nanotechnology, as well as social science research.
UQ has an outstanding track-record in commercialisation of our innovation with major technologies employed across the globe and integral to gross product sales of $11billion+ (see http://uniqest.com.au/our-track-record).

UQ has a rapidly growing record of attracting philanthropic support for its activities and this will be a strategic focus going forward.

Organisational Environment

The Institute for Teaching and Learning Innovation (ITaLI) is taking a leading role in teaching and learning, professional education and innovation. ITaLI is an integrated teaching, research and service delivery centre for teaching and learning practices at UQ. ITaLI seeks to establish and maintain a flexible operating structure to drive and support innovation and excellence for these activities.

Directed by the Pro-Vice-Chancellor (Teaching and Learning) [PVC(T&L)], ITaLI provides leadership, engagement and advocacy in educational innovation, teaching excellence and learning analytics, and aims to transform teaching and learning across the University through the delivery of faculty and executive prioritised, teaching and learning projects and services. ITaLI addresses critical areas of unmet need in teaching and learning by bridging the gap between the exponentially-expanding discipline of higher education teaching and the increasing complexity of teaching to assist University teaching staff and improve the learning experience of students.

The UQ Strategic Plan 2018-2021 includes goals to provide a blended learning experience that offers greater flexibility for students to personalise their learning experience through online learning, while retaining high-value active and collaborative on-campus classes that engage students in learning experiences unique to UQ. In support of this goal, UQ is establishing the Blended Learning Program to design, develop and implement a series of 60-plus blended courses (flexible online learning blended with high value on-campus active learning) over the period of 2018-2020.

Additional information about ITaLI may be accessed on our web site at http://itali.uq.edu.au

Information for Prospective Staff

Information about life at UQ including staff benefits, relocation and UQ campuses is available at - http://www.uq.edu.au/current-staff/working-at-uq

DUTY STATEMENT

Primary Purpose of Position

This position supports the evaluation of the implementation of the Student Strategy 2016-2020, https://student-strategy.uq.edu.au/. It will provide evaluation expertise in program evaluation, as well as research-led evaluations. The role will coordinate evaluation projects, their management, data collections (quantitative and qualitative), reporting, and disseminations.
Duties

Duties and responsibilities include, but are not limited to:

- Supporting Student Strategy project teams to complete the evaluations of their projects, including project management, ethics applications and ongoing compliance, data collection, reporting and dissemination.
- Collecting data for Student Strategy projects, through methods such as focus groups, surveys/questionnaires, system data sourcing and extractions, among others.
- Analysing, identifying and assessing factors that influence the implementation of Student Strategy projects using statistical and analytical methods.
- Making inferences from Student Strategy project data to identify opportunities to improve the student experience, teaching and learning at the University.
- Assisting the preparation of Student Strategy evaluation reports to the University, as well as, for wider research activities.
- Provide input into the business processes and strategic priorities of ITaLI and UQ to support initiatives related to enhancing and improving the student experience.

General

- Contributing to the activities of the ITALI, staff meetings, project meetings, and seminars.
- Any other duties as reasonably directed by your supervisor.

Other

Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including:

- the University's Code of Conduct
- requirements of the Queensland occupational health and safety (OH&S) legislation and related OH&S responsibilities and procedures developed by the University or Institute/School
- the adoption sustainable practices in all work activities and compliance with associated legislation and related University sustainability responsibilities and procedures
- requirements of the Education Services for Overseas Students Act 2000, the National Code 2007 and associated legislation, and related responsibilities and procedures developed by the University

Organisational Relationships

The position reports to the Deputy Director (Higher Education), ITaLI.
SELECTION CRITERIA

Essential

- Postgraduate qualification in a relevant academic discipline with at least 5 years subsequent relevant experience; or an equivalent combination of relevant experience and/or education/training.

- Demonstrated experience undertaking research and communicating complex results to an educated audience.

- Demonstrated experience with research management including, but not limited to, ethics applications, data collection and analysis processes, and report writing.

- High-level problem-solving, data analysis, and reporting skills, and an ability to be adaptive and innovative in developing and pursuing quality assurance and research questions.

- Highly-developed interpersonal and written communication skills, along with the ability to develop and maintain strong collaborative linkages across project teams and with diverse stakeholders, as well as with administrative and technical staff.

- Demonstrated ability to organise and prioritise work and complete projects/tasks successfully within tight timelines.

The University of Queensland values diversity and inclusion and actively encourages applications from those who bring diversity to the University. Please refer to the University’s Diversity and Inclusion webpage (http://www.uq.edu.au/equity) for further information and points of contact if you require additional support.

This role is a full-time position; however flexible working arrangements may be negotiated.

Accessibility requirements and/or adjustments can be directed to the contact person listed in the job advertisement.